

An Informative Half-day Workshop:

MIOSHA Recordkeeping and Cost of Injuries

1 Who Should Attend . . .

This program is a must for anyone concerned about health and safety on the job including:

- ▶ Managers concerned about liability and workers' compensation costs.
- ▶ Employees who want to learn proper techniques for protecting their safety and health at work.
- ▶ Business owners who want to learn about compliance with Michigan Occupational Safety and Health Administration (MIOSHA).

2 MIOSHA Training Institute

MIOSHA Consultation, Education and Training (CET) Division and Macomb Community College (MCC) have developed the MIOSHA Training Institute (MTI) through a formal alliance. The MIOSHA Training Institute introduced a new certification program, effective October 1, 2007. This course is an MTI Level 1 course. The certification program offers participants an opportunity to be recognized for their educational efforts and increased technical expertise. Courses will be offered throughout the state in sponsorship with other M-TECSM facilities, community colleges, and safety and health organizations. To learn more about the certification program, log-on to the CET Division website. www.michigan.gov/dit

3 What You'll Learn . . .

This MIOSHA program is designed to help employers ensure that their organization complies with MIOSHA recordkeeping requirements as contained in MIOASHA Administrative Rules Part 11, Recording and Reporting of Occupational Injuries and Illnesses. In addition to learning and understanding the "recordability" of work-related injuries and illnesses, attendees will actively participate in a group exercise to complete the OSHA 300 log, 301 and 300A forms. Using this data, participants calculate injury and illness rates and learn how to compare these rates to other companies with in their Standard Industrial Classification (SIC) or the new North American Industrial Classification System (NAICS).

Agenda

*We offer a flexible
program agenda
to emphasize the
health and safety
topics you
want most.*

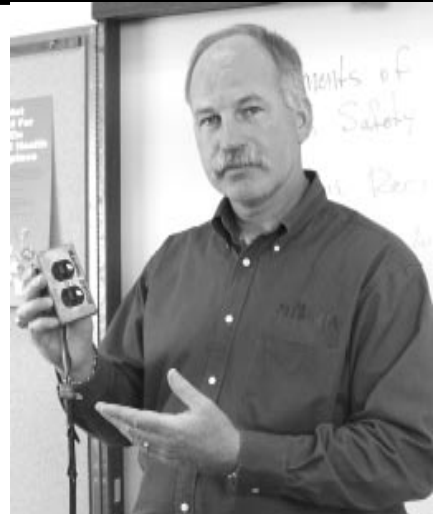
- ▶ Overview of CET Services.
- ▶ Administrative Rules, Part 11.
- ▶ MIOSHA Logs 300, 300a and 301.
- ▶ Review of reporting and recording of occupational injuries.
- ▶ Questions and answers.

All meetings are accessible and barrier free. Please contact the cosponsor or the CET Division, at least two weeks in advance, to request necessary accommodations.

Facilitator

Lee Jay Kueppers was appointed to MIOSHA in 1987 and joined the Consultation Education and Training Division in 1998 after serving more than 10 years as a general industry compliance officer. Prior to his appointment to MIOSHA Lee Jay was employed by Ford Motor Company and worked as a full-time fire fighter/EMT in New Mexico. Lee Jay continues his interest in fire fighting by serving as an on-call firefighter/EMT with the Washington Township Fire Department as well as teaching fire science part-time at Macomb Community College. He is a state certified fire instructor.

Lee Jay has a Bachelor's degree in Industrial Safety and Fire Science from the University of Maryland and an Associate's degree in Fire Science from Macomb Community College. He performs his consultation services to employer/employees in Bay, Tuscola, Huron, Lapeer, Sanilac Counties and part of Macomb County.



Lee Jay Kueppers
*Occupational Safety Consultant,
MIOSHA, CET Division*

Program Details

DATE:	January 24, 2008	TIME:	Check-in - 8:30 a.m. Program - 9:00 a.m. to 12:30 p.m.
LOCATION:	Delta College Planetarium 100 Center Street Bay City, Michigan 48708	DEADLINE:	Register by January 18, 2008 Please register early!
COST:	\$60 per person. Includes course materials.	CONTACT:	Lindsey Douglas 989-758-3633 lindseydouglas@corpserv.delta.edu

Certification/Maintenance Points Available

COSPONSOR: Delta College

If this valuable seminar doesn't fit with your schedule or position, please pass this flyer on to a colleague.

How to Register

MIOSHA Recordkeeping
and Cost of Injuries

Complete information at right to register by:

► **Phone:** 989-758-3633
► **Fax:** 989-758-3639
► **Web:** www.delta.edu/wdc
► **Mail:** Delta College
1961 Delta Road
University Center, MI 48710
Attn: Lindsey Douglas

Name: _____
Company Name: _____
Address: _____
City: _____ State: ____ Zip: _____
Phone: _____
Fax: _____
Email: _____
Number Attending: _____ @ \$60 each = \$ _____

The Department of Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your need known to this agency at least two weeks in advance.

www.michigan.gov/dleg